

**PORT ST MARY COMMISSIONERS  
ORDINARY BOARD MEETING  
27<sup>th</sup> April 2022 at 7.45pm**

**MINUTE – PUBLIC SESSION**

Present:	Mr A Grace (Vice Chairman), Mr L Vaughan Williams, Mrs R Gelling & Mr N McGregor Edwards
Apologies:	Mrs B Williams (Chair),
In Attendance:	Ms H Fargher (Clerk) & Mrs D Greenwood (Taking Minutes)

1.	1.1 The Vice Chair welcomed the Board, declared the meeting open and sought Declarations of Interest. None were made.	
2.	2.1 Minutes of the Ordinary Meeting held on 23 <sup>rd</sup> March 2022 were circulated. Amendments identified were in item 5, regarding negative value on stationary invoice, RG pointed out she had queried the invoice and not NME. In item 6.5 regarding Play park to change the word "fencing" to "flooring". In item 10 to add the word "postal" to read "proxy and postal". <b>NME/RG proposed the Minutes of the Ordinary meeting held on 23<sup>rd</sup> March 2022, as amended, be approved and signed as a correct record. All in favour. Carried. LVW abstained through absence.</b>	MD
3.	Matters Arising:  3.1 Matters Arising Summary and response to public correspondence by the Clerk from previous meeting were circulated and noted. HF reported other Authorities had bylaws that covered multiple topics; she offered to provide a draft.  NME highlighted another Authority who was taking action over derelict properties by forcing demolition and clearance of sites that could be a danger to the public.	HF
	Motions: None	
5.	Finance:  5.1 Invoices for payment in April 2022 – were circulated. RG questioned invoice 2744 fit new door to Town Hall lift. HF confirmed the cost was covered by Insurance. NME raised invoice 2757, HF confirmed it was for the Albert Wall structural report. <b>RG/NME proposed the invoice list for April 2022 is approved for payment. All in favour. Carried.</b>	MK

	5.2 Update of Software – HF highlighted the limitations of current software. Quotations from Foxit Software Inc along with costs for current Adobe Acrobat were considered. <b>NME/RG proposed to approve the expenditure of £1,397.10 as quoted by Foxit Software. All in favour. Carried.</b>	HF
6.	<p>Projects:</p> <p>A Projects Update Report was circulated.</p> <p>6.1 Boat Park – Tender process to start shortly for the resurfacing of the park which is scheduled for the Summer when boats are likely to be in the water.</p> <p>6.2 Town Branding Project – Update noted. HF confirmed the grant had been received and she will liaise with the Business Association.</p> <p>6.3 Rushen Heritage Trust Street Signs – Update noted.</p> <p>6.4 Town Hall Access – HF reported the Structural Engineer’s report will be on the May agenda.</p> <p>6.5 Amenities - Tennis Court Fencing, Play Park, Splash Park &amp; Beach Huts updates were noted. LVW expressed his disappointment on lack of progress with the Splash Park. NME offered to assist by doing a feasibility study.</p> <p>6.6 Highways – A response from Highways to the Board’s queries were circulated. Concerns regarding Highways intention to resurface the High Street instead of necessary re-structural work were discussed. HF offered to draft a response. HF was instructed to contact Manx Gas to ask how many gas leaks had been reported in the area.</p> <p>Perwick –Following consultation with the residents, HF reported the road name cannot be changed. She suggested signage that reads “Perwick Road/Bay”. <b>There were no objections.</b></p>	HF HF F HF
7.	<p>Housing:</p> <p>7.1 Housing Officers Report – Was circulated. DG pointed out planned maintenance works. HF advised it was intended to carry out loft insulation improvements starting with the oldest properties.</p> <p>7.2 Tenant Arrears Report – Was discussed. DG provided an update on payments made since the report.</p>	DG
8.	<p>Public Correspondence:</p> <p>8.1 Highways Maintenance Charter – The new Charter for March 2022 was circulated and scrutinised. The Board commented the Charter was aspirational and did not actually say what the DoI intended to do.</p>	HF

	8.2 Request to Trade from PSM Beaches – <b>LVW/RG proposed to move discussion into the Private Session of the meeting. All in favour. Carried.</b>	
9.	<p>Planning Matters</p> <p>9.1 Planning Applications:</p> <p>9.1.1 22/00317/B Traie Creggagh, Queens Road, Port St Mary. Removal of existing workshop and erection of replacement workshop and rear 2 storey extension. <b>There were no objections.</b></p> <p>9.1.2 22/00437/B The Old Farmhouse, Queens Road, PSM – Removal of a conservatory. <b>There were no objections.</b></p> <p>9.1.3 22/00453/B Millbrook, Beach Road, PSM – Proposed replacement of existing bay window and porch with new entrance extension. <b>There were no objections.</b></p> <p>9.2 Planning Approvals:</p> <p>9.2.1 22/00185/B Shangani, Beach Road, Port St Mary. Replacement single storey rear extension. <b>Noted.</b></p> <p>9.2.2 21/01582/B Bay Crest, 3 Primrose Terrace, Port St Mary. Installation of two replacement first floor windows to front elevation. <b>Noted.</b></p> <p>9.3 Building Control Act – demolition: Overcliffe/Manxonia House, The Promenade, Port St Mary. Demolition of a number of extensions at Overcliffe, consisting of a stone built single storey garage and store, a single storey flat roof glazed rear extension and a small pitched roof store. <b>Noted.</b></p>	<p>DG</p> <p>DG</p> <p>DG</p>
10.	<p>Policy &amp; Resources:</p> <p>10.1 Port St Mary Commissioners Menopause Policy – The draft Policy was circulated. <b>LVW/RG proposed to adopt the Policy. All in favour. Carried.</b></p> <p>10.2 Port St Mary Commissioners Covid-19 Policy – The draft Policy was circulated. <b>LVW/NME proposed to adopt the Policy. All in favour. Carried.</b> HF advised the Policy can be updated if required.</p> <p>10.3 1<sup>st</sup> Supplemental List 2022 – The List was circulated and noted.</p> <p>10.4 Meeting Dates 2020/21 – Were circulated and noted.</p>	<p>HF</p> <p>HF</p>
11.	<p>Public Consultations:</p> <p>11.1 Elections (Keys &amp; Local Authorities) Regulations – Was circulated. HF and LVW gave a report on how well proxy and postal voting had</p>	<p>HF</p>

	worked at the last election. The Regulations were noted.	
	11.2 Climate Change Duties – Reporting Requirements – Was circulated and the Board’s responses to the questionnaire were agreed.	HF
	11.3 PSM Golf Course Consultation – A breakdown of the initial responses were circulated. It was noted 17.4% of residents responded. HF offered to provide further data for the next meeting.	HF
12.	<p>Invitations:</p> <p>12.1 Platinum Jubilee of Her Majesty the Queen, Lord of Mann service on 5<sup>th</sup> June 2022.</p> <p>12.2 Invitation to Borough of Douglas Civic Service on 10<sup>th</sup> July 2022.</p> <p>12.3 Tynwald Garden Party 2022.</p> <p><b>Attendances to be confirmed after the Board’s AGM.</b></p>	MD
13.	Any Other Business: None	

There being no further business the Public Session of the meeting closed at 8.50pm.

*BWilliams  
Chair*